

CITY OF MILFORD
REGULAR MEETING
JANUARY 7, 2014
MINUTES

A regular meeting of the Mayor and Council of the City of Milford, Nebraska was held at the Webermeier Library Building in said City on the 7th day of January at 7:30 pm. Present were: Mayor Dean A. Bruha; Council members: Jeff Baker, Rick Fortune, Jeff Heckman, Dan Kral; Attorney Robert Blevens; Chief of Police Forrest Siebken, Maintenance Supt. Mark Frey and City Clerk Jeanne Hoggins. Also present: Elaine Plessel, Roy Cast, Dave Henke with JEO, Tom Troyer, Sean Kremer, Joe Schluckebier and Logan Tuttle with the press.

Notice of the meeting was given in advance thereof by publishing in the Milford Times; a designated method for giving notice, as shown by the Affidavit of Publication attached to these minutes. Notice of the meeting was given to the Mayor and all members of the Council and a copy of their acknowledgement of receipt of notice and the agenda is attached to these minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

CALL TO ORDER: Mayor Dean Bruha called the meeting to order at 7:35 pm. and publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act is available for review and is posted on the east wall of the Webermeier Library Meeting Room.

MINUTES: A motion was made by Fortune and seconded by Kral to approve the minutes of the December 3, 2013 meeting. Roll call vote: Fortune yes, Kral yes, Baker yes, Heckman yes. Motion carried.

PAYMENT OF BILLS: A motion was made by Kral and seconded by Heckman that the following accounts payable bills in the amount of \$50,175.41 payroll in the amount of \$27,995.31 totaling \$78,170.72 approved by the Auditing Committee be approved for payment. Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune yes. Motion carried.

SALARIES:

56400	Mark Frey	1534.77
56401	Forrest Siebken	1360.76
56402	Mavis Ferris	53.26
56403	Jeanne Hoggins	1306.92
56404	Gary TeSelle	1003.82
56405	Robert Hull	876.12

56406	David Dahle	1118.40
56407	George Matzen	695.72
56408	Tracy Yeackley	790.16
56409	Jenna Filbert	348.36
56410	Benjamin Rediger	1068.48
56411	Jason Meyer	1226.77
56412	Lisa Aschoff	677.08
56413	Erica Pallas	163.88
56414	Timothy Long	122.02
56415	Cady Vaverka	114.11
56416	Kile Jackson	1293.19
56467	Mark Frey	1549.89
56468	Forrest Siebken	1360.76
56469	Mavis Ferris	71.01
56470	Jeanne Hoggins	1306.92
56471	Gary Teselle	956.30
56472	Robert Hull	876.12
56473	David Dahle	1085.49
56474	George Matzen	529.29
56475	Tracy Yeackley	790.16
56476	Jenna Filbert	132.98
56477	Benjamin Rediger	1049.42
56478	Jason Meyer	1425.83
56479	Lisa Aschoff	521.05
56480	Timothy Long	62.75
56481	Cady Vaverka	73.65
56482	Kile Jackson	1413.50
56483	Heather Wiles	297.67
56486	Ricky Fortune	138.52
56487	Dean Bruha	184.70
56488	Jeffrey Baker	138.52
56489	Jeff Heckman	138.52
56490	Dan Kral	138.52
GENERAL FUND:		
56394	City of Milford- Petty Cash, Postage, Notecards	87.66
56395	Ronnie Duhrkopf- Deposit Refunded	17.16
56396	Dade McDonald- Deposit Refunded	25.96
56397	Julio Vazquez- Deposit Refunded	71.08
	NE Dept of Revenue-Sales Tax	1744.53
56398	US Postmaster- Utility Billing Postage	194.45
56399	BC& BS- Health Ins 12/1/13-12/31/13	1265.01

1037	Lincoln Appraisal Group – Appraisal 2 nd & C	500.00
56417	Ameritas- Pension	1694.82
56418	Union Bank - HSA Account	845.00
56419	Ackerman Rock & Gravel-Road Rock & Gravel	1921.64
56420	Aflac- Dis, Cancer, Acc, Suppl	563.80
56421	Aramark- Pants & Rags	1698.03
56422	Black Hills Energy- Service for Nov. 2013	719.21
56423	Blue Valley Pest Control- Treatment	50.00
56424	Canon Solutions- Copies, Maint. Base	103.72
56425	Cash-Wa Distributing- Fundraiser Soups	192.95
56426	City of Milford- Petty Cash, Postage	72.66
56427	Culligan- Bottled Water, Salt, Softener	114.70
56428	DHHS- Renewal of Water License-Frey	115.00
56429	Diode Communication-Service for Nov.	55.22
56430	Eakes Office Plus -Paper, Rubber Bands, Calendars	185.56
56431	Electronic Engineering- Install APX Radios	650.00
56432	Farmer's Co-op- Gas/Diesel for Nov, Repair Unit 32	2313.06
56433	Forrest Siebken- Expenses for IACP Conference	142.20
56434	Great Plains Uniform- Uniform Shirt	67.50
56435	Heartland Auto Body- Install Grill, Repair-Vandalism	361.97
56436	John Deere Financial- Mower Deck	48.92
56437	Mark Frey- Steel Toed Boots	149.99
56438	Matheson Tri-Gas-Oxygen/ Compressed air	84.63
56439	Midwest Refuse-Service for Nov.	118.15
56440	Milford A/C & Appliance- Service Furnace	188.00
56441	Milford High School Art Club-Window Painting	25.00
56442	Mutual of Omaha-Medicare Supplement	926.85
56443	NE Environmental Products- Gutter Brooms, Sweep	629.86
56444	NE Motor Parts- Bulbs, Fuse, Trailer Wire	26.53
56445	NPPD- Service for Nov.	5881.03
56446	Newman Traffic Signs- Emergency Snow Route	188.96
56447	Once Call Concepts- 17 Locates	16.95
56448	Pac-N-Save- Popcorn	6.95
56449	Paper Tiger Shredding-Minimum Pick Up	75.00
56450	Pizza Kitchen- Nov. Meals	152.50
56451	Plains Power & Equipment Inc.- Screw, Envo, Labor	136.55
56452	Rediger Automotive- Balance on Oil Change	11.79
56453	Roxanne Roth- Cleaning Services	50.00
56454	Sam's Club- Clorox Wipes, Soap, Bath Tissue	135.46
56455	Servi-Tech- Ammon Nitrogen, Phosphorus	96.70
56456	Seward Co Public Power Dist.- Wells 1& 2	588.51

56457	Seward County Independent- Sr. Mtg Notice	110.70
56458	Shell Fleet Plus- Gas	107.40
56459	Shell Fleet Plus-Car Gas	36.65
56460	Sunrise Country Manor-Nov. Meals	724.50
56461	Verizon Wireless- Air Card Fee	80.04
56462	Windstream Nebraska Inc-Nov. Services	260.76
56463	American Building- Inspection & monthly fees	740.00
56464	BC&BS- Health/Dental January 2014	9305.61
56465	Fort Dearborn Life Insurance-Life Insurance	89.44
56466	Mutual of Omaha- Disability	30.24
56484	Ameritas- Pension	1695.40
56485	Union Bank-H.S.A.	845.00
56491	ASCAP- License Fee	330.00
56492	American Water Works Assoc.- Membership Dues	72.00
56493	Baker & Taylor- Books	81.57
56494	Blevens Law Office - Legal Service for Dec.	350.00
56495	Canon Financial Services- Contract Charge	254.00
56496	Christina Matzen- Hard Drive	144.95
56497	City of Milford- Petty Cash, Postage	67.16
56498	Culligan - Bottled Water, Cooler Re	17.95
56499	Data Technologies, Inc.- W-2 Forms	73.69
56500	Ed Roehr Products- Rechargeable Flare Kit	160.00
56501	George Matzen- Divergent Series, Hard Drives	497.51
56502	Hawkins Inc.- Azone, FRT, LPC-4, Bleach	1,503.93
56503	Heartland Auto Body- Buff Hood Unit #1	88.00
56504	JEO Consulting Group- Road Street Supt Service	2,350.00
56505	JR Welding-Repair Snow Blade	435.00
56506	League of NE Municipalities-Meeting in Crete, Lincoln	70.00
56507	Lynn Peavey Company-Evidence Bags	64.50
56508	Memorial Health Care Systems- Flu Shots	390.00
56509	Milford School Dist. #5- Parking Fines, Tobacco Lic	120.00
56510	Municipal Supply, Inc.- Meters, Seal Pin, Regist.	167.82
56511	Nebraska Public Health- Coliform Test	30.00
56512	NMC Exchange LLC- Hose, Converter, Labor	506.00
56513	Omaha World Herald- Newspaper Subscription	114.40
56514	Racom Corporation- Lapel Microphones	282.00
56515	Sack Lumber Company- Insulation, Screws, Plywo	488.88
56516	Seward County Independent- Pool Ad	41.40
56517	Shell Fleet Plus- Fuel	664.74
56518	Toofast Supply-Gloves, Earplugs, Wood Handles	120.61
56519	Union Bank- G. Teselle, Medicare Part D	450.50

56520	Verizon Wireless- Cell Phone	96.34
56521	Verizon Wireless- Dept Cell Phone	104.90
56522	Verizon Wireless- Well Control Monitor	40.01
56523	Voss Lighting- 8' FL Light Bulbs	94.25
56524	Walmart Community BRC- Computers, Supplies	557.64
56525	Zito Media- HD Digital Adapter	8.78

REPORTS OF OFFICERS, BOARDS AND COMMITTEES: Written reports received were Milford Housing Authority minutes for December 12, 2013; Pool Board minutes for December 4, 2013; Milford Economic Development Committee minutes for December 16, 2013 and January 6, 2014; Police Dept. Activity Report for December 2013; MVFD Rescue NARSIS Report for December 2013. Fortune and Frey have discussed the possibility of a new subdivision with Dave Henke, we just need to know if Larry Jantze is ready to go. Heckman has had discussion with the Pool Board and Dave Henke regarding replacing the pool slide. Kral – no fire report this month. Chief Siebken – Officer Hull returned to duty on Sunday. An arrest was made regarding a burglary. Baker attended the following meetings: Strategic Planning Survey meeting with NPPD representative Craig Vincent along with Mayor Bruha and City Clerk Hoggins, Milford Econ Dev. Comm. meeting on December 16, 2013 and January 6, 2014. The Webermeier Scholarship Committee would like to meet in January regarding guidelines for scholarship selection. Baker requested that Hoggins schedule a meeting on a Monday. Discussion was also held regarding the beginning stages of the walking/biking trail study. The winter youth basketball program will start this Saturday. Ashley Kontor will be running the program, she will run two 45 minute sessions. Baker asked for the credit/debit process to be added to the February agenda.

COMMUNICATIONS: *Sales tax received for the month of October 2013 in the amount of \$15,908.31. *Mayor Bruha reported that he and Mark Frey met with Jay Bitner and Jeff Ball with NRD to discuss potential projects relating to storm sewer drainage and run off.

NEW BUSINESS:

Update on City of Milford's new website: Ashley Cameron presented 2 different designs, of the cover page, for the new City website. She also explained the tabs and how the site can be utilized by the public to access information. The Council will notify Hoggins of their choice so Ashley can continue.

Review One & Six Year Plan – Dave Henke: Mr. Henke explained briefly that there are 2 projects on the 6 year plan; paving of Oak Ave. and Welch Park Rd.

Set Public Hearing Date for One & Six Year Plan: Mayor Bruha set February 4, 2014 as the date for the Public Hearing regarding the One & Six Year Plan.

Authorize signature of approval procedure for swimming pool slide and climbing wall – JEO: Councilmember Heckman reviewed the letter presented by JEO explaining the approval procedure and formalities of purchasing the new slide and climbing wall for the pool. The engineering fee is approximately \$4,000.00. The money has been budgeted for this project. A motion was made by Heckman and seconded by Kral to authorize the Mayor to sign the letter of intent to have JEO start the engineering process for this pool project. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune yes. Motion carried.

Execution of the Professional Service Agreement – DWSRF Project: Dave Henke explained that the document is the Standard Professional Agreement created by DEQ. The agreement applies to the scope of services that JEO will provide for the City of Milford. The total cost of the agreement will not exceed \$20,000.00 and Milford will participate with \$5,000.00. We have until June 15, 2014 to have everything completed. A motion was made by Baker and seconded by Kral to authorize the Mayor to sign the agreement between the City of Milford and JEO for the preparation of the Drinking Water State Revolving Fund. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman yes. Motion carried.

Action on Economic Development Committees Recommendation for LB840 Funding (2 Applications): An application was submitted by Jonathan Jank for \$1200.00 to help fund Seward County's Rural Futures Institute Internship Program. Baker noted that the program is geared to develop students into roles where they may bring or start new business into our community. The City Council agreed with the MEDC recommendation to deny the application as they felt it did not meet the guidelines of the MED plan. A motion was made by Baker and seconded by Kral to deny the application. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman yes. Motion carried.

A second application was made by Jonathan Jank for \$2,000.00 to cover the cost of an Environmental Study which is required by the Community Development Block Grant funding for the purpose of paving a ½ mile section on Van Dorn Rd. The paving project leading to Digitec, now Lindsey, will support ease in transportation to their business. Digitec has agreed to add 10 new full time positions as a condition of this funding. Baker has concern because the location of business is outside the corporate limits and not within our 1 mile jurisdiction. They worked months on the guidelines and with this application they would already be asking approval

to waive them. Kral agreed with Baker and also questioned participating in a paving project outside the city limits when the City of Milford has paving projects that need to be completed. A motion was made by Kral and seconded by Fortune to not approve the funding. Discussion held as to why the County isn't paying this \$2,000.00. Baker noted that Jonathan Jank was hired to create jobs and roughly 10 new jobs will be created in the next 2 years with support of this paving project. Farmers Coop will also benefit from the paving project. No further discussion. Roll call vote: Kral yes, Fortune yes, Baker no, Heckman yes. Motion carried.

Discuss/Action use of ATV/UTV on public streets – Sean Kremer: Roy Cast offered his reasons why he supports the use of ATV/UTV on the streets. He also referenced the petition of roughly 55 signatures supporting the use of ATV/UTV on the streets. His concern is for farmers and people to meet their needs of getting fuel, car wash and repairs. They are willing to cooperate and help draft an ordinance to better utilize ATV/UTV in Milford. Council member Kral questioned the petition because it did not show an address or age of individuals signing. Mr. Cast could not comment on this question because he does not know all the people that signed the petition. He noted the signatures show people in favor of the issue. Council member Kral asked for the Chief of Police's opinion. Chief Siebken is still opposed to these vehicles on the streets of Milford. They don't mix well with traffic and they are difficult to see. We already have a golf cart ordinance in place to access the Golf Course. Chief Siebken noted statistics of medical costs relating to injuries and fatalities as well as numbers of fatal ATV accidents. Chief is not saying that these vehicles don't have their uses but he doesn't think operating them on the city streets for pleasure inside the municipality is a wise decision. If the Council would decide to do this, Chief Siebken has researched ordinances and has put together an example for them to review. Fortune has been approached several times about possibly using golf carts on more of a daily use. He would like to research what other communities have experienced as far as problems or not. Joe Schluckebier has read the Seward Ordinance and feels it's pretty good. It outlines that the vehicles can only be driven from sunrise to sunset, operators must have a driver's license and insurance. He also talked with Mayor Eickmeyer from Seward regarding their experience. Mayor Eickmeyer noted that they haven't had any known issues, no accidents and it's convenient for those who utilize them. He doesn't see a lot of them around town. The operator must be aware that they have to follow traffic laws. The Seward Mayor also liked that it gives the perception of a rural community. Discussion was then held regarding driving ATV/UTV's on the highway and age requirements. Sean Kremer noted he would be in favor of using a UTV similar to the city maintenance crew for

his personal business in town. Baker reinforced the importance of insurance and an appropriate driving age requirement. Fortune would like to see an ordinance written that would fit our needs, look at it debate it and see if we want to pursue it or not. A motion was made by Kral and seconded by Heckman to table the item until next month to gather some further information. Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune yes. Motion carried.

Approve 2014 Committee List: A motion was made by Kral and seconded by Heckman to approve the 2014 Committee List as presented. (List attached to these minutes) Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune yes. Motion carried.

Discuss/Action Strategic Planning Survey, set date for retreat: Baker explained the reason for the retreat; the next step is to review the results of the survey as a group and vote on our priorities. A document will be generated from our answers outlining our goals, both short term and long term. NPPD will come and set up an anonymous voting machine to create this document. The document can be used during the budget process to focus on projects within the community. It was decided to have an open dialogue time slot for communication with all the departments within the City. Hoggins was instructed to line up a Saturday for the retreat.

Appointments: A motion was made by Baker and seconded by Kral to approve the Mayors recommendation to reappoint Larry Lindquist to the Milford Economic Development Committee serving a 4 year term, expiring 12/31/2017. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman yes. Motion carried.

A motion was made by Heckman and seconded by Kral to approve the Mayors recommendation to reappoint Marian Eicher to the Milford Economic Development Committee serving a 4 year term, expiring 12/31/2017. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune yes. Motion carried.

ADJOURNMENT: A motion was made by Heckman and seconded by Fortune to adjourn the meeting. Roll call vote: Heckman yes, Fortune yes, Baker yes, Kral yes. Motion carried and meeting adjourned at 9:25 pm.

Jeanne Hoggins, City Clerk

Dean A. Bruha, Mayor

CERTIFICATION

I, the undersigned, City Clerk of the City of Milford, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on January 7, 2014 that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

(SEAL)

Jeanne Hoggins, City Clerk